

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE HR & EQUALITIES COMMITTEE MEETING HELD ON MONDAY, 5 FEBRUARY 2018 AT SOUTH WALES FIRE & RESCUE SERVICE HQ

27. PRESENT:

Councillor	Left	Authority
S Pickering (Chair)		Rhondda Cynon Taf
D Ali (Deputy Chair)		Cardiff
S Bradwick		Rhondda Cynon Taf
S Evans		Torfaen
D Naughton		Cardiff
C Smith	12:10	Bridgend
P Wong		Cardiff
C Elsbury		Caerphilly
K Gibbs		Merthyr Tydfil
A Slade		Torfaen
H Thomas		Newport
G Thomas		Blaenau Gwent

APOLOGIES:

R Crowley	Vale of Glamorgan
K McCaffer	Vale of Glamorgan

ABSENT:

A Hussey	Caerphilly
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OFFICERS PRESENT: Mark Malson – Acting Director of People Services; Calvin Powell – Deputy Monitoring Officer; Andrew Jones – Head of Human Resources; Ian Greenman – Head of Training & Development; Mike Wyatt – Training Manager; Sarah Watkins, Head of Service Performance and Communications; Carey Wood – Diversity Officer

28. DECLARATIONS OF INTEREST

Each Member declared a personal non-prejudicial interest in each agenda item which affected their Authority.

29. CHAIR'S ANNOUNCEMENTS

The Chair informed the Committee that Calvin Powell is due to retire on 31st March 2018, after a long career within the fire service. She thanked him for all

he had done for the fire service and wished him all the very best for a happy, healthy long retirement on behalf of herself and the committee

Cllr S Bradwick advised that he had known Calvin for 10 years and in that time Calvin had been outstanding. He also wished Calvin the very best in his retirement.

30. MINUTES OF PREVIOUS MEETING – 20 NOVEMBER 2017

The minutes of the HR & Equalities Committee meeting held on 20 November 2017 were received and accepted as a true record of proceedings.

31. STRATEGIC EQUALITY PLAN – 1 APRIL 2015 – 31 MARCH 2020

The Human Resources Manager presented the Strategic Equality Plan covering 1 April 2015 – 31 March 2020 and provided an update on the progress of the Equality Plan from 1 April 2016 to 31 March 2017.

RESOLVED THAT

Members noted the content of the report.

32. ANNUAL EQUALITY REPORT FOR THE PERIOD 1 APRIL 2016 TO 31 MARCH 2017

The Human Resources Manager presented the Annual Equality Report for the period 1 April 2016 to 31 March 2017, and detailed progress and compliance against the General Duty and Wales Specific Equality Duties.

Cllr S Evans queried the makeup of the Under 18's statistic. It was confirmed this number reflects apprentices, cadets and a number of younger members of staff.

Cllr D Naughton queried what support is in place for disabled members of staff. The Human Resources Manager confirmed there are a number of procedures in place, which includes support from the Occupational Health Unit, Line Manager Support, as well as a robust Reasonable Adjustment Procedure in place.

RESOLVED THAT

Members noted the content of the report.

33. NATIONAL JOINT COUNCIL FOR LOCAL AUTHORITY FIRE & RESCUE SERVICES – INCLUSIVE FIRE SERVICE IMPROVMENT STRATEGIES

At its meeting held 20 November 2017, the HR & Equalities Committee agreed to receive a report on the Inclusive Fire Service Implementation Plan 2018-2021 and Equality Risk Assessment against the proposed strategies at this meeting. The Acting Director of People Services submitted the Plan and the Risk Assessment, for Members' consideration.

The Chair thanked the Acting Director of People Services for the report, and also thanked the Diversity Officer for the work carried out in formulating the Plan and Risk Assessment.

RESOLVED THAT

Members resolved to:

- 33.1 agree the proposed Inclusive Fire Service Improvement Strategies Plan 2018-2021, and to take the plan forward on behalf of the Fire & Rescue Authority; and
- 33.2 receive the annual report on the progress Of the Improvement Plan 2018-2021 commencing in 2019.

34. WELSH LANGUAGE STANDARDS UPDATE – JANUARY 2018

The Human Resources Manager presented the report which provided Members with an overview of the current position with regard to meeting the legal requirements contained within the Welsh Language Standards Compliance notice to the Authority by the Welsh Language Commissioner issued September 2016.

Although it was noted that this is a legislative requirement, Cllr H Thomas wished to express his concern in relation to the cost of implementing these Standards, at a time when there are cuts being made to front line services. The Acting Director of People Services confirmed that a lot of the work has been achieved within the existing budget, but confirmed that there are extra funding implications as a result of complying with the legal requirements.

Cllr S Bradwick commented that on the first page of the Action Plan reference is made to Mid and West Wales Fire and Rescue Service, this should be changed to South Wales Fire & Rescue Service.

The Human Resources Manager added that a huge amount of work has been completed by the Welsh Language Officer to ensure the Authority meets its legal requirements.

The Chair thanked the Welsh Language Officer for their hard work.

Cllr S Bradwick queried the requirement for Authority agendas and reports to be available in Welsh. It was confirmed that an exemption had been applied for and granted, to allow the agendas and reports to be made available in English only, unless requested by an individual.

RESOLVED THAT

Members noted the content of the report.

35. SOUTH WALES FIRE & RESCUE AUTHORITY – ANNUAL PAY POLICY STATEMENT 2018/2019

Members received the Annual Pay Policy Statement 2018/2019 from the Acting Director of People Services for their consideration.

RESOLVED THAT

After reviewing the South Wales Fire & Rescue Authority's Pay Policy Statement for 2018/2019, Members resolved to recommend that the Statement be presented to the Fire and Rescue Authority for publication by 31 March 2018.

36. GENDER PAY GAP STATEMENT – 30 MARCH 2018

The Acting Director of Human Resources presented the Gender Pay Gap Statement which the Authority is required to publish under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

He added that the Statement relates to average pay of females and males, and should not be confused with 'Equal Pay, Equal Rights'.

Cllr S Bradwick advised that the Statement should be signed by the Chair of the Authority as the employer, not the Chief Fire Officer. The Acting Director of Human Resources confirmed that this had been noted and will be amended.

RESOLVED THAT

Members resolved to:

36.1 endorse the South Wales Fire & Rescue Authority's Gender Pay Gap Statement for publication on 30 March 2018; and

36.2 recommend that the 2018/19 Gender Pay Gap Statement be presented to the Fire & Rescue Authority for publication by 30 March 2018

37. TRAINING & DEVELOPMENT DEPARTMENT – THIRD PARTY INCOME STRATEGY

The Head of Training & Development gave a presentation and update in relation to the current and proposed Third Party Income Generation within the Training & Development Department for the Service during the current financial year.

RESOLVED THAT

Members noted the content of the presentation and report.

38. TRAINING & DEVELOPMENT DEPARTMENT – COMPARTMENT FIRE BEHAVIOUR TRAINING (CFBT) PROJECT UPDATE

The Head of Training & Development gave a presentation and update in relation to the Compartment Fire Behaviour Training Project which is being developed at the Training & Development Centre at Cardiff Gate.

RESOLVED THAT

Members noted the content of the presentation and report.

39. FIREFIGHTERS PENSION SCHEMES – WELSH GOVERNMENT CIRCULARS 2017/2018

Members received the report detailing the Circulars received from Welsh Government through 2017/18, and the actions implemented for each Circular.

RESOLVED THAT

Members resolved to:

39.1 accept the Welsh Government (Firefighters' Pension Scheme Circulars and emails) received in 2017/18; and

39.2 note the actions that have been implemented for each of the Circulars

40. ANNUAL SUMMARY OF HR & TRAINING REPORTS

Members received the report detailing the work that the HR & Equalities Committee has undertaken during the municipal year 2017/18.

RESOLVED THAT

Members noted the work of the HR & Equalities Committee.

41. FORWARD WORK PROGRAMME 2017/18

Members received the Forward Work Programme for 2017/18.

RESOLVED THAT

Members noted and agreed the Forward Work Programme for 2017/18

**42. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIR
DEEMS URGENT (PART 1 OR 2)**

There were no items of urgent business to be considered.